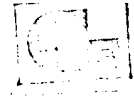


24 Sept. 1977

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30 September 1983

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 30 September 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

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c. The Office of Personnel Management announced the 1984 Government contribution rates for the Federal Employees Health Benefits Program plans. Applying the Government rates leave bi-weekly premiums for the Association Benefit Plan of Self [] and Self and Family [] That is an increase from 1983 of [] for Self and [] for Self and Family.

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e. The Office of Logistics has learned that GSA plans to close approximately 40 of their motor pool locations and divert periodic maintenance services to specified commercial facilities. This change will be effective 1 December 1983. The Agency has approximately 260 vehicles [redacted] in this leasing program. Additionally, GSA is reviewing its vehicle replacement program and may replace vehicles after three years, or in some instances, two years. A formal notice by GSA on this subject has not yet been released.

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f. On 27 September 1983 a three-year contract award was made to Wang Laboratories, Incorporated for the purchase of communication terminals. The FY 1983 buy is in the amount of \$1.280 million. Wang was selected based on their technical and cost scores.

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h. At the invitation of the FBI Bomb Data Center, Office of Medical Services personnel participated in the North Central Texas Council of Governments Third Annual Terrorism Seminar during the period 26 - 28 September.

i. The first phase of a four-phase program to develop a cadre of Agency instructors, who will be conducting the Advanced Behavioral Modeling training for Career Trainees, started [redacted] on 26 September. There are 14 individuals participating in this training of trainers program--seven from the Agency and seven from the Department of Defense.

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j. The Office of Training and Education has been advised [redacted] that the construction contract for building the Self-contained Training Facility has been awarded. The initial delay was caused by legal action on the part of the second lowest bidder for the contract.

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k. To date we have received [redacted] enrollments for language classes at Headquarters and [redacted]. This number is consistent with that of last year and reflects the same language focus, i.e., the greatest number of enrollments are in Spanish [redacted] Russian Reading [redacted], and French [redacted]. New this year are classes in Swedish and Portuguese. [redacted] people are taking their Russian Reading classes at the [redacted].

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l. In response to concern expressed by several senior Agency officials that Career Trainees may not be hearing enough on the subject of integrity in the Agency, the Career Trainee Development Course has been expanded. The Director of Security has agreed to lecture on 9 November. He will be followed by a panel representing the Intelligence Community Staff, the Office of Security, the Career Management Staff, and the Central Cover Staff. The speakers will discuss professional standards in the Agency and recent cases of neglect or abuse of these standards.

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3. Significant activities anticipated during the coming week:

a. On 6 October 1983, a formal public hearing of the Agency's preliminary design for the new building will be held by the National Capital Planning Commission. Indications are that approval will be received, but further discussion and debate on the unresolved road improvement issue may occur. Past experience suggests that some level of media coverage will follow the meeting.

b. The six-digit secure voice dialing plan will be activated at 0900 hours on 1 October.

c. The closing date for entering FY 1983 obligations is 12 o'clock noon on 1 October. Contracts, however, must be signed not later than 12 o'clock midnight on 30 September 1983. The entire Directorate of Administration still feels we can process all of this "paper work" by noon on 1 October.

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Harry E. Fitzwater

A/EO/DDA  cn (30 Sep 83

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